

South Davis Recreation District Administrative Control Board Meeting

June 19, 2017, at 3:45 p.m.
at the Recreation Center

Attendance: **Board Members**

Mayor Rick Earnshaw, Woods Cross
Councilmember Tami Fillmore, Centerville
Marti Money, County Representative
Mayor Len Arave, North Salt Lake
Mel Miles, County Representative
Commissioner Bret Millburn, Davis County
Mayor Randy Lewis, Bountiful
Mayor Ken Romney, West Bountiful **arrived at 3:59pm*

Others:

John Miller, Executive Director
Cory Haddock, Recreation & Ice Director
Heidi Kearsley, Customer Service Manager
Lizie Allen, Aquatics Programs Manager
Kathleen Steadman, Aquatics Operations Manager
Mary Gadd, Office Manager
Haley Turner, Recreation Specialist
Todd Godfrey, Attorney
Galen Rasmussen, Board Treasurer
Tyson Beck, Board Clerk
Jason Weir-Smith

WELCOME

Chairman Rick Earnshaw opened the meeting at 3:50 p.m.

CITIZEN MATTERS

None.

Councilmember Fillmore mentioned that the past few times she has come here that the bicycle racks have been full. Councilmember requested the District look into adding additional bike racks.

MINUTES OF APRIL 17, 2017 BOARD MEETING APPROVED

Councilmember Fillmore asked that the voting results of each agenda item be checked as she wasn't marked as having voted on some of them.

On Page 2, where Councilmember Fillmore inquired about the IRS expenditure of \$302.23 and District Staff had determined that it wasn't worth the effort to fight US Bank to pay for the error, Councilmember Fillmore wanted it reflected that Board Members suggested that perhaps a letter to the IRS explaining the situation may have gotten the fine removed.

Councilmember Fillmore suggested that on Page 3 with the Centerville Park Discussion the last sentence be cleared up from "...himself will work out the agreement and the meet with the sub-committee all meet again when proposals come in the City" be changed to "...himself will work out the agreement and then meet with the sub-committee again when proposals come into the City."

Corrected minutes of the Administrative Control Board meeting held on April 17, 2017, was approved on a motion made by Mayor Arave and seconded by Mr. Miles. Board Members Earnshaw, Fillmore, Money, Arave, Miles and Lewis voted "aye."

PRESENTATION OF NORTH SALT LAKE MULTI RECREATIONAL SPORTS COMPLEX

Mayor Ken Romney arrived at 3:59pm

Jason Weir-Smith introduced himself and presented Board Members with an idea of expanding the District to have inside and outside tennis courts, pickleball courts, additional basketball courts, fitness center and a track at a full service multi-sport facility. Mr. Weir-Smith said that the project is estimated to cost approximately \$20 million. Mr. Weir-Smith said what the next step would be to gain approval of a sub-committee to put the market research together and allocation of funds.

A discussion was had concerning the development amongst Board Members and Mr. Weir-Smith. Mayor Lewis asked if the next step was asking the District to provide the funds for a viability study and Mr. Weir-Smith replied "yes." Mr. Miller said no action was needed today by Board Members and mentioned that North Salt Lake City and Davis County has some funds available for a feasibility study but that the District did not have the funds.

Mr. Miller introduced a new District employee, Lizzie Allen, serving as the Aquatic Program Manager for the facility after the departure of Marcie Burrill.

APRIL EXPENDITURES APPROVED

John Miller noted the following expenditures: Contemporary Image, in the amount of \$4,311.50, for race shirts and uniforms. Bountiful Exchange Club, in the amount of \$3,145.00, for breakfast for the Handcart Day Races. Contemporary Image, in the amount of \$3,271.50, for water bottles, shirts and uniforms. Extractor Corporation, in the amount of \$1,300, for replacing the swim suit dryers in the locker rooms. The Logo Shop, in the amount of \$3,392.80, for water polo suits and jackets. American Red Cross, in the amount of \$2,106.96, for lifeguard training books.

Mrs. Money inquired about the T-Mobile expenditure, in the amount of \$55.04. Mr. Miller said that is the phone that the maintenance department uses for off hours on-call situations.

Mr. Miller continued with Carr Printing, in the amount of \$3,379.75, for summer brochures. Clear Image Promotional Products, in the amount of \$2,603.75, for youth volleyball jerseys.

Mrs. Money inquired about the expenditure to James Keddington, in the amount of \$1,600, for marketing services and email subscriptions and how the information is relayed and

put onto the website. Mrs. Money mentioned that it was a little outdated with information. Mr. Miller said staff is working with him to ensure items are put onto the website and for them to learn how to do last minute changes.

Total expenditures of \$350,725.83 for the period of April 1, 2017 to April 30, 2017 was approved on a motion made by Mayor Lewis and seconded by Mayor Romney. Board Members Earnshaw, Fillmore, Money, Arave, Miles, Lewis and Romney voted "aye."

APRIL FINANCIAL STATEMENT REVIEWED

Mr. Miller reported that revenues for pool accounts are at 32%, recreation accounts are at 58% and the ice rink accounts are at 35%. Expenses for pool accounts at 26%, recreation accounts are at 33% and the ice rink accounts are at 30%.

MAY EXPENDITURES APPROVED

Mr. Miller noted the following expenditures: American Soccer Company, in the amount of \$12,516.49, for soccer shorts and jerseys. Keddington & Christensen, LLC, in the amount of \$8,480.00, for the annual audit of the District. Original Waterman, in the amount of \$2,781.15, for staff uniforms.

Total expenditure of \$336,062.46 for the period of May 1, 2017 to May 31, 2017 was approved on a motion made by Mayor Arave and seconded by Mayor Lewis. Board Members Earnshaw, Fillmore, Money, Arave, Miles, Lewis and Romney voted "aye."

MAY FINANCIAL STATEMENTS REVIEWED

Mr. Miller reported that revenues for pool accounts are at 41%, recreation accounts are at 61% and the ice rink accounts are at 41%. Expenses for pool accounts at 33%, recreation accounts are at 42% and the ice rink accounts are at 37%.

RESOLUTION ADOPTING A TAX RATE FOR THE PURPOSE OF LEVING TAXES WITHIN THE SOUTH DAVIS RECREATION DISTRICT FOR THE YEAR 2017

Resolution No. 2017-1, adopting a tax rate for the purpose of levying taxes within the South Davis Recreation District with a total combined tax rate of 0.000279, was approved on a motion made by Mayor Romney and seconded by Mrs. Money. Board Members Earnshaw, Fillmore, Money, Arave, Miles, Lewis and Romney voted "aye."

MEMO ON PURCHASE OF NEW COPY MACHINES

Mr. Miller said that in the 2017 Capital Budget there is \$20,000 budgeted to replace the District's copy machines. One copier at the front desk, a copier in the aquatics area and a wide format printer for the entire facility. The District's copiers are heavily used in the front desk and in aquatics that higher production machines were looked at. The current Canon copier will move to the less used upstairs District Offices area. After reviewing state contract pricing and receiving aggressive pricing from two authorized Canon dealers, it is the staff's recommendation to purchase all three machines from Canon directly for a total of \$19,648.

Mayor Lewis inquired if this could be tabled for another meeting so a bid from Les Olson could be received. Mr. McDonald replied that looking off of the state contract pricing that for the

higher production models they were too high priced. Mr. Miller said he did think about putting it off for the next meeting but the machine in the aquatics area goes down too often and staff is having to perform a lot of work on it to make it work. Councilmember Fillmore expressed that bidding be expanded next time to include Les Olson. Mayor Arave expressed concern with not accepting the low bid and Mr. Miller replied that the difference is staff knows the service record from Canon versus Valley Office's unknown service. Mr. McDonald added that staff is unaware of anyone who has used Valley Office either. Mayor Romney inquired about the cost per copy over the price of the machine and Mr. McDonald noted that staff found that over 5 years it amounts to just a couple hundred dollars. Councilmember Fillmore added that you would want to factor in the staff time for service issues they would deal with.

Councilmember Fillmore made a motion to approve purchasing the machines from Canon, for a total of \$19,648.00, seconded by Mrs. Money. Board Members Fillmore, Money, Miles and Earnshaw voted "aye." Board Members Lewis, Romney and Arave voted "nay."

FACILITY EVENTS

John Miller reported on recent and upcoming events at the Recreation Center:

- Movie Night – June 17th
- Fitness Classes for children – Youth Speed & Agility Training and BOKS Kids
- Movie Night – July 15th
- Handcart Days Races – July 22nd – Half Marathon, 5k and 1k
- Copper Cup – Aug 17-20th

OTHER MATTERS

Councilmember Fillmore updated the Board that Centerville City has delayed the bidding process on their park and field until 2018.

Mrs. Money noted the Legislative Report was tabled during the last meeting and the Board hasn't been meeting that often and that the spacing of the Board meetings should be every other month. Mr. Miller stated that other than the start of the year where it was further inbetween that it will now follow an every other month schedule.

Next Board meeting will be August 21, 2017 at 3:45 p.m.

Meeting adjourned at 5:03 p.m. on a motion made by Mrs. Money and seconded by Mr. Miles.

****approved on August 21, 2017****